



COMPULSORY DOCUMENTS FOR BUSINESS VISA	
1	1 fulfilled and signed visa application with 2 fresh color photographs, front view, uncovered face, over white background.
2	Travel passport, whose validity must exceed in at least 3 months visa's expiry date
3	Other valid or expired travel passports (copy of all the pages and original)
4	Copy of all the pages of the domestic passport.
5	Copy of all the pages of the travel passport.
6	Medical insurance valid for the whole period of the intended stay in Schengen territory, covering all medical expenses for a minimum of 30.000€.
7	Signed Medical Declaration Form in which the applicant commits himself to hire a travel insurance whenever uses the visa subsequently to the first travel.
8	In case of minors traveling without their parents or legal tutors, copy of an authorization before notary by both of them must be submitted. For minors traveling with just one of them, such authorization must be signed only by the other parent.
9	Address in Spain (hotel reservation, rental agreement of house / apartment, etc).
10	Power of attorney and copy of the representative's domestic passport.
11	Reservation of roundtrip plane ticket
12	Financial guarantees (job certificate indicating salary)
13	Money availability (57€ per day/person or credit card with the extract of the bank account (extracts obtained in the Internet will not be admitted), travel checks or a recent certificate of exchanged currency.
14	Invitation from the Spanish company indicating the purpose and period of the invitation, activities of the inviting company and data of the guest (name, nationality, passport number, etc), as well as who is the part (host or guest) taking responsibility for the expenses. This letter must be signed by the Trade Manager, Export Manager or General Manager of the inviting company, and a copy of his/her legal identity must be attached.
15	In case of successive invitations for the same applicant, business links with the inviting company must be documented.
16	In case of non-Russian citizens applying for visa, they must have residence permit in the Russian Federation (minimum one year) (this is not applicable to citizens from Armenia, Belarus, Georgia, Turkmenistan and Uzbekistan).
<b>This Consulate General informs that according to the Royal Decree 2393/2004 of December 30th.</b>	
<b>1. It has the right to require any other additional documents it may deem as appropriate (Art. 28.4)</b>	
<b>2. The application must be delivered personally by the applicant or through a legal representative (fourth additional clause, points 2-3).</b>	
<b>3. Visa application should be resolved within 3 months (eighth additional clause).</b>	
<b>4. Issued visas must be collected within 1 month. Otherwise, the Consulate will consider that the applicant has renounced to the visa and will proceed to file the application.</b>	